



CANNON BUILDING  
861 SILVER LAKE BLVD., SUITE 203  
DOVER, DELAWARE 19904-2467

STATE OF DELAWARE  
**DEPARTMENT OF STATE**

DIVISION OF PROFESSIONAL REGULATION

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<b>PUBLIC MEETING NOTICE:</b>	<b>BOARD OF EXAMINERS OF NURSING HOME ADMINISTRATORS</b>
<b>DATE AND TIME:</b>	<b>Tuesday, September 14, 2010 at 1:00 p.m.</b>
<b>PLACE:</b>	861 Silver Lake Boulevard, Dover, Delaware <b>Conference Room B</b> , second floor of the Cannon Building

**AGENDA**

(Amended Items are indicated with an asterisk \*)

- 1.0 Call to Order
- 2.0 Board Member Updates
  - 2.1 Frances Wimbush – Reappointed, Term Expires 7/28/13
  - 2.2 Maria Simoes – Reappointed, Term Expires 7/28/13
  - 2.3 Elizabeth F. Hague – Replaces Mr. Tulley, 1<sup>st</sup> Term Expires 10/2/11
- 3.0 Review and Approval of Minutes
  - 3.1 July 13, 2010 Board Meeting
- 4.0 Unfinished Business
  - 4.1 Strategic Plan
  - 4.2 Discussion on Updating Current AIT Program – New Form
  - 4.3 Rules and Regulations Discussion
    - 4.3.1 Review of Draft Revisions from 9/15/09 Meeting
    - 4.3.2 Letter from DPR Director Collins
  - 4.4 Re-Review of AIT Quarterly Progress Report
    - 4.4.1 Tina S. Larose (9 month AIT, 1<sup>st</sup> Quarterly Report)
- 5.0 New Business
  - 5.1 Review of Applications for Administrators-In-Training
    - 5.1.1 Adrienne Indellini
    - 5.1.2 Sarah A. Jones
  - 5.2 Review of AIT Quarterly Progress Report
    - 5.2.1 Robert A. DiFilippo (9 month AIT, 1<sup>st</sup> Quarterly Report)
  - 5.3 Review of Continuing Education
    - 5.3.1 DHCFA: *The Keys to Long Term Satisfaction and Success in Long Term Care*, September 23, 2010 – Requesting 5.0 CE Hours

- 5.4 Review of AIT Program
  - 5.4.1 Provider Management Educational Services, LLC
- 5.5 2011 Board Meeting Schedule
- 6.0 Complaint Status
  - 6.1 Complaint 29-01-07 – Hearing Rescheduled for January Board Meeting
  - 6.2 Complaint 29-01-10 – Assigned to Tim Ballas
- 7.0 Other Business before the Board (for discussion only)
- 8.0 Public Comment
- 9.0 Next Meeting – November 9, 2010, 1:00 p.m. 861 Silver Lake Boulevard, Cannon Building, Conference Room B, Dover, Delaware
- 10.0 Adjournment

**Please Take Note:** To assure consideration of an application at a meeting, the Board office must receive all of these items no later than 4:30 p.m. ten full working days before the meeting date:

- Completed, signed and notarized application form,
- Fee payment, and
- All required documentation.

A final amended agenda will be published to reflect any items received after the original agenda is posted.

Unforeseen circumstances may result in a meeting being cancelled due to a lack of quorum.

Pursuant to 29 Delaware Code, Section 10004(e)(2), the Board shall pre-announce or pre-publish all Executive Sessions; however, such agenda shall be subject to change to include additional items including Executive Sessions which arise at the time of the body's meeting.

**MEMBERS: PLEASE CALL THE BOARD OFFICE AT 302-744-4500 OR EMAIL [customerservice.dpr@state.de.us](mailto:customerservice.dpr@state.de.us) IMMEDIATELY IF YOU CANNOT ATTEND THE MEETING. THANK YOU.**